

## Encino Ridge Homeowners Association, Inc Management Certificate

1. Name of Subdivision: Encino Ridge
2. Name of Association: Encino Ridge Homeowners Association, Inc.
3. Location of Association: Stone Oak Pkwy & 281N; San Antonio, TX 78259
4. Mailing Address for the Association: c/o Trio HOA Management  
17806 IH 10 West Suite 300; San Antonio, TX 78257
5. Contact Information for the Association: Trio HOA Management  
[www.TrioHOA.com](http://www.TrioHOA.com); [contact@triohoa.com](mailto:contact@triohoa.com)  
Phone: 210-399-1402
6. Community Website: <https://encinoridge.eunify.net>
7. Recording Information:
  - Unit 1, Volume 9562, Pages 97-98, Plat Records of Bexar County, Texas
  - Unit 2, Volume 9567 Pages 92-93 Plat Records of Bexar County, Texas
  - Unit 3, Volume 9568, Pages 99-100 Plat Records of Bexar County, Texas
8. Recording Declaration
  - Articles of Incorporation filed on or about April 27, 2005
  - Bylaws Document #20050135686
  - Declaration of Covenants, Conditions & Restrictions Document #20050038856
  - Certificate of Annexation to Declarations Unit 2 & Unit 3 Volume 12259, Pages 681-688, Document #20060168505
  - Encino Ridge Unit 1 Common Area - #20040187020
  - Encino Ridge Unit 2 Common Area - #20050227239
  - Encino Ridge Unit 3 Common Area - #20050298744
  - Resolution Adopting a Payment Plan, Volume 15338, Page 471-485, Document #20120019671
  - Resolution Adopting a Collections Policy, Document #20060289711
  - Resolution for Basketball Goal Placement & Maintenance Document #20070014806
  - Previous Management Certificate Filed 2017 #20170074715 with Policies for: Record Retention Policy, Records Inspection Policy, Membership Voting Policy, E-mail Registration Policy, Religious Item Display Policy, Solar Energy Device Guidelines, Roofing Material Guidelines, Rainwater Collection Devices Guidelines, Flag Display Guidelines, Drought-Resistant Landscaping & Natural Turf Guidelines, Violation Enforcement Resolution, Violation Schedule, Application of Payments Policy, Conflict of Interest Policy, Electronic & Telephonic Action Policy, & Standby Electric Generators Guidelines
  - Previous Management Certificate Amended Filed 2017 #20170181411 with Policies for: Association Billing Policy & Payment Plan Guidelines
  - Previous Management Certificate 2018 Filed #20180058372 with Policies Updated for Association Billing Policy & Payment Plan Guidelines
  - Certified Resolution of the Board Adoption of Procedures and Guidelines for Conducting Hearings Pursuant to Chapter 209 of the Texas Property Code Filed 20210319816
  - Certified Resolution of the Board Adoption of Permitted Rules and Regulations Under Chapter 202 of the Texas Property Code Regarding Security Measures, Swimming Pool Enclosures & Religious Items File #20210319817
  - Certified Resolutions of the Board Adoption of Procedures and Guidelines for the Exercise of Architectural Review Authority to Chapter 209 of the Texas Property Code File #20210319818
  - Encino Ridge Assessment Collection Policy File #20210319819
  - Certified Resolutions of the Board Adoption of Contract Procurement Policy File #20210319820
9. Other information the Association considers appropriate: Prospective purchasers are advised to independently examine the Declaration, Bylaws, and all other governing documents of Association, together with obtaining an official Resale Certificate and performing a comprehensive physical inspection of the lot/home and common areas, prior to purchase. The purpose of this certificate is to provide information sufficient for the title company to

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correctly identify the subdivision and to contact its governing Association. This certificate does not purport to identify every piece of information pertinent to the subdivision. No person should rely on this certificate for anything other than instructions for contacting the Association in connection with the transfer of title to a home in the subdivision. The register agent for the Association is on file with the Texas Secretary of the State.

**10. Fees associated with the Transfer of Ownership:**

- a. Capital Improvement Fee - \$150.00 Paid by Buyer
- b. Transfer Fee \$300.00
- c. Resale Certificate \$375.00 - includes Financials, Insurance, Governing Documents
- d. Statement of Account \$125.00
- e. Bundles are available for a resale and statement account to be ordered together. Documents needed for closing are subject to change due to what documents are ordered and the time frame for processing.


**11. Association Management or Representative:** Trio Homeowners Association Management

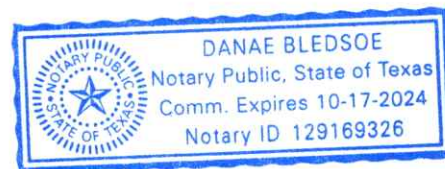
Encino Ridge Homeowners Association, Inc.  
A Texas Non-Profit Corporation

  
By: Jessica Benavidez, Managing Agent

STATE OF TEXAS                   §  
COUNTY OF BEXAR           §

This instrument has been acknowledged on this 29 day of August, 2023, by Jessica Benavidez whose name and signature appears above.

  
\_\_\_\_\_  
Notary Public, State of Texas





\*VG-76-2023-20230160751\*

**File Information**

**FILED IN THE OFFICIAL PUBLIC RECORDS OF BEXAR COUNTY  
LUCY ADAME-CLARK, BEXAR COUNTY CLERK**

**Document Number:** 20230160751  
**Recorded Date:** August 30, 2023  
**Recorded Time:** 10:27 AM  
**Total Pages:** 3  
**Total Fees:** \$30.00

**\*\* THIS PAGE IS PART OF THE DOCUMENT \*\***

**\*\* Do Not Remove \*\***

Any provision herein which restricts the sale or use of the described real property because of race is invalid and unenforceable under Federal law

STATE OF TEXAS, COUNTY OF BEXAR

I hereby Certify that this instrument was FILED in File Number Sequence on this date and at the time stamped hereon by me and was duly RECORDED in the Official Public Record of Bexar County, Texas on:  
8/30/2023 10:27 AM



*Lucy Adame-Clark*  
Lucy Adame-Clark  
Bexar County Clerk